



**GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SCHEDULE
Authorized Federal Acquisition Service Price List**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!: <https://www.GSAAdvantage.gov>

FSC Group: 84 Law Enforcement & Security Equipment

PSC Codes: C223, W041, M1NB, AG84, B543, 6117, K041, C1NB, E1NB, L041, J041, 4130, AG81, N041, 6150, 6116, 4120, 6110, H141, 4320, C222, 4140, 2820, C1KZ, J045, 4110, H341, 2805, 4150, 2825, H941, H241, 4310

NAICS Codes: 221111, 221112, 221113, 221114, 221115, 221116, 221117, 221118, 221121, 221122, 221310, 221320, 221330, 236210, 236220, 237110, 237120, 237130, 238210, 238220, 238290, 238310, 238910, 238990, 325413, 325612, 333415, 333611, 334413, 334512, 335312, 335999

Special Item Numbers (SINs):

246-01 Smart Buildings Systems Integrator

246-1000 Ancillary Supplies or Services

246-42 1 Facility Management Systems

246-51 Installation of Security/Facility Management Systems Requiring Construction.

246-52 Professional Services Security/Facility Management Services

246-53 Facility Management and Energy Solutions: Alternative Financing / ESPC

Contract Number: 47QSWA19D003Z

Contract Period: February 15, 2019 to February 14, 2024

For more information on ordering from the Federal Supply Schedules please refer to <http://www.gsa.gov/portal/content/200369>

METCO Engineering, Inc.

3333 Lee Parkway #600

Dallas, TX 75219

GSA Contact: Gareth McInroe

Title: Program Manager

Phone: 214-334-3724

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Website Address: <https://www.metcoengineering.com/>

Business size: small

Contract Administration: Gareth McInroe

Customer Information

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)

246-01 Smart Buildings Systems Integrator
246-1000 Ancillary Supplies or Services
246-42 1 Facility Management Systems
246-51 Installation of Security/Facility Management Systems Requiring Construction.
246-52 Professional Services Security/Facility Management Services
246-53 Facility Management and Energy Solutions: Alternative Financing / ESPC

1b. LOWEST PRICED MODEL NUMBER PER SIN: See prices

1c. LABOR CATEGORIES AND HOURLY RATES: See Price List at end.

2. MAXIMUM ORDER THRESHOLD:

246-01 = \$1,000,000.
246-1000 = \$150,000
246-42-1 = \$150,000
246-51 = \$200,000
246-52 = \$200,000
246-53 = \$200,000

*Ordering activities may request a price reduction at any time before placing an order, establishing a BPA, or in conjunction with the annual BPA review. However, the ordering activity shall seek a price reduction when the order or BPA exceeds the simplified acquisition threshold. Schedule contractors are not required to pass on to all schedule users a price reduction extended only to an individual ordering activity for a specific order or BPA.

3. MINIMUM ORDER: None

4a. GEOGRAPHIC COVERAGE: Domestic, 50 states, Washington, DC

4b. WORLDWIDE COVERAGE (DELIVERY AREA): NA

5. POINT(S) OF PRODUCTION: US, TX

6. DISCOUNT FROM LIST PRICES: GSA Net Prices are shown on the attached GSA Pricelist. Negotiated discount has been applied and the IFF has been added.

7. VOLUME DISCOUNT: An additional .5% for order with 10+ Units

8. PROMPT PAYMENT TERMS: Net 30 Days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9a. Government Purchase Cards must be accepted at or below the micro-purchase threshold.

9b. Government Purchase Cards are accepted above the micro-purchase threshold. Contact contractor for limit.

10. FOREIGN ITEMS: None.

11a. TIME OF DELIVERY: 30 days Sin 246-42-1, Labor TBD at task order, contact contractor

11b. EXPEDITED DELIVERY: Contact the contractor

11c. OVERNIGHT AND 2-DAY DELIVERY: None Offered.

11d. URGENT REQUIRMENTS: Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

12. FOB POINT: Origin

13a. ORDERING ADDRESS: 3333 Lee Parkway #600 Dallas, TX 75219

13b. ORDERING PROCEDURES: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in FAR 8.405-3

14. PAYMENT ADDRESS: 3333 Lee Parkway #600 Dallas, TX 75219

15. WARRANTY PROVISION: Standard Commercial Warranty. Customer should contact contractor for a copy of the warranty

16. EXPORT PACKING CHARGES: None

17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE:
Accepted up to micro-purchase level.

18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE): N/A

19. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE): See services pricing

20. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE): N/A

20a. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE): N/A

21. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE): N/A

22. LIST OF PARTICIPATING DEALERS (IF APPLICABLE): N/A

23. PREVENTIVE MAINTENANCE (IF APPLICABLE): N/A



24a. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants): N/A

24b. Section 508 Compliance for EIT: as applicable

25. DUNS NUMBER: 011682529

26. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE: Contractor has an Active Registration in the SAM database.

METCO Engineering Area Offices

Dallas

METCO Engineering, Inc.
3333 Lee Parkway #600
Dallas, TX 75219

Austin

METCO Engineering, Inc.
3333 Lee Parkway #600
Dallas, TX 75219

Houston

METCO Engineering, Inc.
3333 Lee Parkway #600
Dallas, TX 75219

Special Item Number (SIN) Descriptions

SIN 246 01 Smart Buildings Systems Integrator

Includes the comprehensive integration of building systems and technology using a non-proprietary and open architecture. Typical building systems to be integrated include: building automation, life safety, telecommunications, facilities management, security, energy and environmental control, HVAC, lighting, building envelope, access control, power management, cabling infrastructure/wireless, VOIP, video distribution, video surveillance, data network, etc. Typical integration functions include, but are not limited to: requirements analysis, strategic systems planning, system configuration, implementation alternatives, integration planning, system component acquisition, component integration, testing and analysis, interaction with Building Operations Centers, collection/manipulation of smart building component data, configuration management and control, design-guide development, operational training and support, monitoring, reporting and managing of the systems, and systems maintenance.

Tasks for these and related services may be ordered. Orders shall be placed in accordance with FAR 8.4 – Federal Supply Schedules.

Prime contractors may subcontract services ordered under this Special Item Number unless specifically prohibited by the contracting officer issuing the delivery order against this Multiple Award Schedule contract. The prime contractor shall be responsible, accountable, and liable for all work performed by any subcontractor, level, or tier.

SIN 246 1000 Ancillary Supplies and Services

Includes, but is not limited to: supplies and/or services necessary to install the system (from design through start-up), maintain the system (including maintenance agreements, which may not exceed the term of this contract), or training.

Ancillary Service **excludes:**

- Construction (construction is defined as alteration, or repair of buildings, structures, or other real property)
- Architectural Engineering Services (A&E) under the Brooks Architect-Engineers Act as stated in Federal Acquisition Regulation (FAR) Part 36. These services shall be ordered only in accordance with Part 36 and agency procedures, and shall not be included on a GSA contract order as an open market item.
- Personal services.
- Stand-alone services which are applicable to the Service Contract Act (SCA)

Contractors are responsible for the following when performing services or providing supplies under this SIN:

- Contractors may subcontract any ancillary services or supplies ordered under this Special Item Number, unless specifically prohibited by the contracting officer issuing the order against the Multiple Award Schedule contract.
- Contractors are responsible for insuring that the scope of work is completed and all warranties are honored.
- Subcontractors must be licensed and bonded, as applicable.
- Compliance with all local laws, regulations, and ordinances are the responsibility of the prime contractor.
- The prime contractor shall accept full responsibility and liability for all work performed by subcontractors, at any level or tier.
- The Government reserves the right to apply liquidated damages whenever the required delivery date is not met.
- Contractors are required to maintain insurance in accordance with Clause 52.228-5, Insurance – Work on a Government Installation.
- Agencies' Scope of Work will inform the Contractor of the required insurance amounts. Clause 52.228-5 is made part of this contract by reference.
- The contracting officer for the ordering agency may insert any agency unique requirements for the job, including employee suitability determination requirements (security checks), into the scope of work.
- Contractor quotations shall specifically detail all products and services with the contract price and provide a single price for services.
- Sales of ancillary services or supplies shall not be combined or reported with the product SIN.

The ordering agency is responsible for:

- Defining and issuing the statement of work for ancillary services. Accurate definition of the scope and statement of work is essential to facilitate realistic quotations. The statement of work shall also inform the contractor of any applicable insurance requirements.
- Ordering agencies shall obtain pricing information from the schedule contractors, and will negotiate for ancillary services and supplies on an order by order basis, based on complexity and level of effort. Ancillary services and supplies shall be priced as separate line items on each order.
- Pricing of services and supplies has been determined fair and reasonable by GSA. However, ordering agencies shall make a determination that the total price is fair and reasonable based on the level of effort and the mix of labor proposed.
- Ordering agencies will comply with all appropriation laws and ensure that the correct types of funds are obligated on each order.

Reference FAR 8.4 for an explanation of ordering procedures used when purchasing through a Multiple Award Schedule contract.

All proposed supplies and services must be within the scope of this SIN on the contract. Furnish a full and detailed description of the supplies and/or services offered and a pricing proposal in accordance with the Pricing Proposal document of the solicitation.

Special Instructions: The work performed under this SIN shall be associated with existing SIN(s) that are part of this schedule. Ancillary supplies and/or services shall not be the primary purpose of the work ordered, but be an integral part of the total solution offered. Ancillary supplies and/or services may only be ordered in conjunction with or in support of supplies or services purchased under another SIN(s) of the same schedule. Offerors may be required to provide additional information to support a determination that their proposed ancillary supplies and/or services are commercially offered in support of one or more SIN(s) under this schedule.

246-51: Installation of Security/Facility Management Systems Requiring Construction.

INCLUDES: Installation which requires construction.

Note: Ancillary services involving installation which do not meet the definition of construction as defined in FAR 2.101 shall be covered under SIN 246 1000.

Note: This SIN specifically EXCLUDES Architectural Engineering Services (A&E) under the Brooks Architect-Engineers Act as stated in Federal Acquisition Regulation (FAR) Part 36.

These services shall be ordered only in accordance with Part 36 and agency procedures, and shall not be included on a contract order as an open market item.

Contractors are responsible for the following when performing services under this SIN:

- Contractors must comply with Construction Clauses and Davis-Bacon Regulations if applicable.
- Contractors must comply with all applicable clauses in the solicitation for this schedule.
- Compliance with all local laws, regulations and ordinances are the responsibility of the GSA prime contractor. The prime contractor shall accept full responsibility and liability for all work performed by subcontractors under a resultant contract.
- Contractors shall review the statement of work issued by the ordering agency and provide a separate quote for services to be performed under this SIN based on the ordering agency's requirements. Should the contractor not be able to meet requirement(s) in the statement of work, the contractor's quote must specifically identify the items which have not been included in the quoted price.
- Contractors must provide bonding and insurance as required by the ordering agency's statement of work.
- Contractors may serve as a prime contractor and subcontract any services, including installation or site preparation, unless specifically prohibited by the ordering contracting officer.
- Subcontractors must comply with any licensing and bonding requirements specified in the statement of work.
- The contractor shall be responsible, accountable and liable for all work performed, including work performed by subcontractors (at all tiers), and for ensuring the work performed is completed in accordance with the ordering agencies statement of work.
- The contractor shall ensure all warranties are honored. All construction work must be guaranteed for any defect in workmanship and materials.
- The Government reserves the right to apply liquidated damages whenever the required delivery is not met in accordance with clause 52.211-12, Liquidated Damages – Construction.

When placing orders for services under this SIN, Ordering Agencies shall follow the procedures at FAR 8.405:

The ordering agency is responsible for:

- Complying with all Federal Appropriation Laws and ensuring the correct types of funds are obligated on the order.
- When construction, alteration or repair of public buildings or public works is to be performed under this SIN, Ordering Agencies must comply and ensure contractor compliance with the Construction

- Clauses and Davis-Bacon Regulations. See clauses in the GSA solicitation for a complete listing of the FAR and GSAM Clauses incorporated by reference for all schedule contractors awarded this SIN. Ordering agencies shall utilize these clauses as a guideline and shall incorporate the applicable clauses into the statement of work for orders issued against the Federal Supply Schedule contract. The ordering agency is responsible for including the most current version of these clauses and any other applicable clauses into the order. Clauses which require "fill-ins" shall be completed by the ordering agency. Any agency specific clauses which may apply based on agency regulations or requirements shall be incorporated in the agency task order.
- Defining and issuing the statement of work for services, including installation and site preparation. It is essential that the ordering agency's statement of work includes an accurate description of the work requirement to facilitate realistic quotations.
- The statement of work shall clearly inform the contractor of all bonding requirements and any required insurance amounts.
- The ordering agency will provide the local Davis-Bacon wage rates to contractors. Applicable wage determinations will be incorporated into the statement of work and resulting task order.
- Reviewing quotations from schedule contractors to ensure the work proposed meets the statement of work requirements. The ordering agency should request the contractor to submit fixed price quotes to perform the services.
- The ordering agency shall evaluate all responses received using the evaluation criteria provided to the schedule contractors. The ordering agency is responsible for considering the level of effort and the mix of labor proposed to perform a specific task being ordered, and for determining that the total price is reasonable.
- Performance clauses shall be modified for each job by the ordering agency.
- Administration of orders issued under this Special Item Number.
- All orders and payments must be made to the schedule contractor or their designee.
Example: A contractor may designate a participating dealer to receive payment.

SIN 246 52 Professional Security/Facility Management Services.

Security Consulting/Training and Facility Management Consulting. Professional Services offered under this SIN shall be for the support of security systems (including access control, intrusion alarms, fire alarm systems, etc.) and Facility Management Systems (including security and energy management) only. Excludes personal services.

Tasks for these and related services may be ordered. Orders shall be placed in accordance with FAR 8.4 – Federal Supply Schedules.

Prime contractors may subcontract services ordered under this Special Item Number unless specifically prohibited by the contracting officer issuing the delivery order against this Multiple

Award Schedule contract. The prime contractor shall be responsible, accountable, and liable for all work performed by any subcontractor, level, or tier.

SIN 246-53 Facility Management and Energy Solutions ESPCs

Contingent upon the ordering agency's Scope of Work, selected clauses found in Appendix 1 of this Attachment may apply if construction is required.

FACILITY ENERGY SAVINGS UPGRADES AND IMPROVEMENTS PERFORMED UNDER THIS SIN SHALL COMPLY WITH ALL APPLICABLE PROVISIONS SET FORTH IN 42.U.S.C. § 8287 ET SEQ AND 10 C.F.R § 436.30 ET SEQ INCLUDING, AND IN ADDITION TO, THE FOLLOWING REQUIREMENTS:

- Agencies may enter into energy savings performance contracts (ESPCs) under this SIN for a period not to exceed 25 years without funding of cancellation charges.
- Annual Energy Measurement and Verification (M&V) are required. The M&V is required to be performed utilizing the International Performance Measurement and Verification Protocol (IPMVP). Steps in the process include: baseline verification, post-installation verification, and regular interval post-installation verification. Required M&V shall be included in the financing payment quoted by the contractor in response to the agency's SOW.
- Annual Energy Audits are to be performed utilizing the M&V Protocol issued by the Department of Energy's Federal Energy Management Program (FEMP). Required energy audits may be performed by the agency. Annual energy audits performed by the contractor shall be included in the payment quoted by the contractor in response to the agency's SOW.
- Terms and Conditions of the Performance Guarantee shall be specified by the contractor in its response to the agency's SOW. This guarantee shall, at a minimum, provide that the contractor is responsible for maintenance and repair services for any energy related equipment installed under this agreement (including computer software systems). The contractor shall guarantee a minimum amount of energy cost savings per year. Shall the minimum savings amount not be met, the difference shall be paid to the agency within 30 days of the end of the yearly period. An analysis shall be performed to determine if a contract change is required in the event that the guaranteed minimum amount is not met.
- Aggregate annual payments made by an agency to both the utility and energy savings performance contract may not exceed the amount that the agency would have paid for utilities in the absence of the ESPC during the life of the agreement.
- Guaranteed cost savings must exceed the debt service requirements.

- Customer agencies shall have the right to place additional requirements within the scope of this contract in their SOW. Any maintenance agreement performed under this provision shall be effective for the duration of the project, unless otherwise specified by the agency in their scope of work.
- The agency shall have the option of “buying out” the contract at any period during the project. The buy-out amount shall be the equitable adjustment (GSAM 552.243-71) and pricing proposal,(GSMA 552.243.70), based on the evaluation of the ESCO's proposal.

SPECIAL PROVISIONS

Contracts awarded under this SIN are to be for the number of years stated in the task order. The Government has the right to terminate this contract for convenience or default in accordance with Federal Acquisition Regulation Part 49.

CANCELLATION CEILING

In the event of a partial termination for convenience, the Government shall negotiate a reasonable equitable adjustment, (GSAM 552.243-71) and pricing proposal (GSAM 552.243-70) based on the evaluation of the ESCO's proposal.

PERFORMANCE DELAYS

The Contractor shall be liable for default unless nonperformance is caused by an occurrence beyond the reasonable control of the Contractor and without its fault or negligence such as, acts of God or the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine, restrictions, strikes, unusually severe weather, and delays of common carriers. The Contractor shall notify the Contracting Officer in writing as soon as it is reasonably possible after the commencement of any excusable delay, setting forth the full particulars in connection therewith, shall remedy such occurrence. Any delays caused by the Government in its contractual capacity shall be dealt with in accordance with Federal Acquisition Regulation 42.13. Notwithstanding this provision, the Contractor shall not be entitled to any adjustment in the term or price of the ESPC arising from delays caused by the Government unless a detailed Critical Path Method Schedule was provided to the Government at the start of the project and updated regularly by the Contractor.

ESPC ENABLE PROCESS - Overview

The Department of Energy's (DOE) Federal Energy Management Program (FEMP) is facilitating a fast-track approach to ESPCs referred to as the ESPC Enable process tailored for small Federal facilities (under 200,000 square feet) to implement targeted energy conservation measures (ECMs) including but not limited to lighting, water, basic HVAC controls, HVAC equipment and Solar Photovoltaic (PV). The ESPC ENABLE process provides a standardized process to quickly award and install projects with basic levels of measurement and verification

(M&V).

ESPC ENABLE offers the same benefits as a conventional ESPC while at the same time, taking advantage of the GSA Schedule and its set of pre-qualified vendors and pre-negotiated pricing. This allows for a faster selection process so that a project can be designed and installed quickly. Other benefits include:

- A streamlined and standardized selection and acquisition process.
- Defined parameters for savings and scope, and.
- M&V appropriate for the project size and scope.
- Zero upfront capital costs to the agency
- Guaranteed energy cost savings that exceed annual payment
- Prescribed measurement and verification to ensure savings are achieved
- Standard tools and contract templates to ensure consistency and project replication
- Qualified **energy service companies**
- Extensive **project assistance** and technical support from the Federal Energy Management Program (FEMP) experts to ensure success.

Through the ESPC ENABLE program, smaller Federal facilities now have the opportunity to not only upgrade their old equipment, but also contribute to a number of sustainability initiatives and enhance their ability to fulfill their stated mission.

For vendors who wish to participate in the ESPC ENABLE Process, current SIN 246-53 Schedule 84 contract holders can modify their contracts to annotate participation in the ESPC ENABLE Process.

All Schedule 84 contract terms and conditions will still apply when utilizing the ESPC ENABLE Process to the extent that such terms and conditions are not inconsistent with the ESPC authority (42 U.S.C. § 8287 *et seq*; 10 C.F.R § 436.30 *et seq.*) . Additionally, vendors utilizing the ESPC ENABLE Process may be required to provide various data elements to FEMP as described and incorporated into any resultant MAS Task Order placed against Schedule 84 utilizing the ESPC ENABLE Process.

ESPC ENABLE PROCESS STREAMLINED ORDERING PROCEDURES:

- Agency issues Notice of Opportunity (NOO)/Request for Quotation (RFQ)* via GSA eBuy and/or email
 - Contractor receives NOO/RFQ and respond using ESCO Expression of Interest (EOI) Template**
- Agency evaluate responses and make a selection using the ESCO Evaluation Guide**
- Agency informs successful and unsuccessful offerors using NOITA/Letter to Unsuccessful Offeror Templates**

- Contractor and Agency enter into agreement for the Contractor to perform a detailed Investment Grade energy Audit (IGA). The contractor shall utilize the templates and tools provided by the DOE's Federal Energy Management Program (FEMP) to perform the IGA.
- Contractor shall present a final proposal which includes an overview of the proposed project, the audit findings and savings guarantees (generated from FEMP tool), M&V plan (generated from FEMP template) and a price proposal (including FEMP ESPC schedules). The price proposal shall consist of product prices, and labor prices (to be negotiated in accordance with awarded contract terms and conditions). The periodic payment shall be calculated by the Contractor utilizing the contractual rate of interest. In addition to the Final Proposal the ESCO will also present the scope of work, which may include preliminary drawings/plans.
- Upon agreement to the price proposal and SOW, an ESPC MAS task order shall be issued by the ordering agency.
- Upon acceptance of the work, the guarantee period shall begin.

*Agency will determine which contractor offers the best value after this step. No cost to the agency for this service.

**FEMP provided template/document

SIN 246-53 - Energy Savings Performance Contracts Financing Agreement

Will be clearly identified within the GSA Schedule Contract documents.

NOTE: The chart below is a suggested format – rates or terms offered should be consistent with commercial rates or terms offered. If another format is utilized, provide as an attachment. Any differences in offered rates or terms for use of the ESPC ENABLE Process shall be noted on the chart or by attachment to this document.

Total Financed Amount	Budgetary Rate	Projected Contract Term
Projects under \$1 M	1.0% - 2.5%	5 Year and 10 Year
Projects from \$1 M - \$2.5 M	<u>1.5% - 3.0%</u>	5 Year
	<u>2.0% - 3.5%</u>	10 Year
	<u>2.5% - 4.0%</u>	15 Year
Projects over \$2.5 M	<u>2.0% - 3.0%</u>	5 Year
	<u>2.5% - 3.5%</u>	10 Year
	<u>2.5% - 4.0%</u>	15 Year

METCO Engineering, Inc.'s Labor Category Descriptions

SIN	SERVICE PROPOSED (e.g. Job Title/Task)	LABOR DESCRIPTION	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEAR OF EXPERIENCE
246-01, 51, 52, 1000	Program Manager	<p>The Project Manager (PM) has responsibility for planning and managing the security contract.</p> <ul style="list-style-type: none"> Plan the delivery of the overall program and its activities in accordance with the mission and the goals of the organization Develop new initiatives to support the strategic direction of the organization Develop and implement long-term goals Develop an annual budget and operating plan to support the program Develop a program evaluation framework to assess the strengths of the program and to identify areas for improvement Ensure that program activities operate within the policies and procedures of the organization Ensure that program activities comply with all relevant legislation, professional standards and customer policies Record and report program activities Implement the human resources policies, procedures and practices of the organization Establish and implement performance management process for program staff Coordinate with other managers to ensure the effective and efficient program delivery Coordinate the delivery of services among different program activities to increase effectiveness and efficiency Ensure that the program operates within the approved budget Monitor the program activities on a regular basis and conduct an annual evaluation Report evaluation findings and recommend changes to enhance the program The PM will communicate with the Contracting Officer Representative (COR), Government Technical Monitors (GTM), Chenega Supervisors and Team Members frequently regarding the overall performance and status of all projects. 	BS/BA in relevant field, MBA preferred	10
246-01, 51, 52, 1000	Engineer, Sr.	<p>Essential Duties and Responsibilities:</p> <ul style="list-style-type: none"> Design Engineers shall be required to provide expert consulting services on new product developments and technological applications in the market that are consistent with those employed by the customer. Design Engineers shall maintain an expert level knowledge of installed base products and strive to sustain and improve the current technical security capabilities. Individuals shall possess direct working knowledge of computer systems, computer security, and familiarity with operating systems, hardware platforms, and networks. Establish, develop and design security solutions and product improvements Instruct and direct other engineers in designing, planning and testing security systems Design, plan, determine testing to ensure security solutions meet quality, safety and effectiveness criteria. Coordinate prototype fabrication Maintain knowledge of emerging technologies and apply to security solutions 	Bachelor's degree from an accredited university in Electrical Engineering, Computer Engineering, Mechanical Engineering, Electrical and Computer Engineering, or Electromechanical Engineering required. MBA/PhD preferred	10

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246-01, 51, 52, 1000	Engineer	<p>Essential Duties and Responsibilities:</p> <ul style="list-style-type: none"> o Design Engineers shall be required to provide expert consulting services on new product developments and technological applications in the market that are consistent with those employed by the customer. o Design Engineers shall maintain an expert level knowledge of installed base products and strive to sustain and improve the current technical security capabilities. o Individuals shall possess direct working knowledge of computer systems, computer security, and familiarity with operating systems, hardware platforms, and networks. <p>Essential Duties and Responsibilities:</p> <ul style="list-style-type: none"> o Design Engineers shall be required to provide expert consulting services on new product developments and technological applications in the market that are consistent with those employed by the customer. o Design Engineers shall maintain an expert level knowledge of installed base products and strive to sustain and improve the current technical security capabilities. o Individuals shall possess direct working knowledge of computer systems, computer security, and familiarity with operating systems, hardware platforms, and networks. 	Bachelor's degree from an accredited university in Electrical Engineering, Computer Engineering, Mechanical Engineering, Electrical and Computer Engineering, or Electromechanical Engineering required.	5
246-01, 51, 52, 1000	AutoCAD Specialist, Sr.	The Sr. Architectural Drafter directs and coordinates the activities of designers/drafters and other assigned staff. Schedules work and reviews and checks completed work assignments. May work on more complex assignments and has working knowledge of applicable equipment including CAD/CAM. Defines and clarifies work requirements with clients and other users. Selects, trains, and evaluates work of assigned staff. Develops estimates based on scope of effort. Performs other related duties as assigned.	<ul style="list-style-type: none"> o AutoCAD 2008 or higher certification is highly desirable. o Associate's Degree in Engineering, Electronics Technology, Civil Engineering Technology, Mechanical Engineering Technology or four (4) progressive years of direct experience with emphasis on detail drafting and electro-mechanical drawing. o At least four years of supervisory related experience in detail drafting, preferably in the high technology industry with emphasis on electro-mechanical drawing. 	4
246-01, 51, 52, 1000	AutoCAD Specialist	This is an entry level position with at least one year of related experience in detail drafting, preferably in the high technology industry with emphasis on electro-mechanical drawing. Under limited supervision the Architectural Drafter CADD I, prepares working plans, detailed drawings and complete mechanical or electrical drawings and layouts of components and assemblies such as schematics, interconnect lists, parts breakdowns, wire lists, etc., from notes, verbal instructions and rough or detailed sketches for engineering purposes. May take measurements or make observations of shop or field installations; makes routine engineering computations, prepares specifications, and makes adjustments in drawings and specifications; prepares material lists and engineering orders, change requests, etc. Work involves independent judgment to a limited extent with references generally available. Develops mechanical and electrical drawings in accordance with specifications. Extracts data from technical material to incorporate in drawings. Reviews generated materials and updates drawings as necessary.	AutoCAD certificate/training preferred	2

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SIN	SERVICE PROPOSED (e.g. Job Title/Task)	LABOR DESCRIPTION	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEAR OF EXPERIENCE
246-01, 51, 52, 1000	Project Coordinator, Sr.	The Electronics Security Sr. Project Coordinator reports directly to the Operations and Maintenance (O&M) Manager and is responsible for the overall management of the specific task order(s) and insuring that the technical solutions and schedules in the task order are implemented in a timely manner. The Electronic Security Sr. Project Coordinator ensures technical knowledge is applied by Electronic Maintenance Technicians to solve complex problems that typically cannot be solved solely by referencing manufacturers' manuals or similar documents. Work requires an understanding of the interrelationships of circuits, exercising independent judgment in performing such tasks as making circuit analyses, calculating wave forms, and tracing relationships in signal flow, using complex test instruments such as high frequency pulse generators, frequency synthesizers, distortion analyzers, and complex computer control equipment. The Electronic Security Sr. Project Coordinator plans, prepares, and conducts on-the-job training as required in support of the foregoing activities. This position will provide leadership and technical guidance to lower level technicians.	<ul style="list-style-type: none"> o Six to nine years of related field experience as a Project Coordinator. o At least six years' experience in non-residential electronics installation & troubleshooting is required with a high school degree; Or o At least four years' experience coupled with Graduation from the US Navy or Air Force Electronics Training Program with a minimum of 720 class room hours or Graduation from an Accredited Electronic Apprentice Program with a high school degree; Or o At least three years' experience with an AA/AS in Electronics from an accredited program; Or o At least two years' experience with a BS/BA in Electronics from an accredited program 	4
246-01, 51, 52, 1000	Electronic Technician III	The Electronic Security Technician III applies technical knowledge to solve complex problems that typically cannot be solved solely by referencing manufacturers' manuals or similar documents. Examples of such problems include determining the location and density of circuitry, evaluating electromagnetic radiation, isolating malfunctions, and incorporating engineering changes. Work requires an understanding of the interrelationships of circuits, exercising independent judgment in performing such tasks as making circuit analyses, calculating wave forms, and tracing relationships in signal flow, using complex test instruments such as high frequency pulse generators, frequency synthesizers, distortion analyzers, and complex computer control equipment. Work may be reviewed by supervisor for general compliance with accepted practices. This position may provide leadership and technical guidance to lower level technicians.	<ul style="list-style-type: none"> o Minimum of six years' experience in non-residential electronics installation & troubleshooting is required with a high school degree; Or o Minimum of four years' experience coupled with Graduation from the US Navy or Air Force Electronics Training Program with a minimum of 720 class room hours or Graduation from an Accredited Electronic Apprentice Program with a high school degree; Or • Minimum of three years' experience with an AA/AS in Electronics from an accredited program; Or • Minimum of two years' experience with a BS/BA in Electronics from an accredited program. 	6

METCO Engineering, Inc.'s Labor Category Descriptions

SIN	SERVICE PROPOSED (e.g. Job Title/Task)	LABOR DESCRIPTION	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEAR OF EXPERIENCE
246-01, 51, 52, 1000	Electronic Technician II	The Electronic Security Technician III applies technical knowledge to solve complex problems that typically cannot be solved solely by referencing manufacturers' manuals or similar documents. Examples of such problems include determining the location and density of circuitry, evaluating electromagnetic radiation, isolating malfunctions, and incorporating engineering changes. Work requires an understanding of the interrelationships of circuits, exercising independent judgment in performing such tasks as making circuit analyses, calculating wave forms, and tracing relationships in signal flow, using complex test instruments such as high frequency pulse generators, frequency synthesizers, distortion analyzers, and complex computer control equipment. Work may be reviewed by supervisor for general compliance with accepted practices. This position may provide leadership and technical guidance to lower level technicians.	<ul style="list-style-type: none"> o Minimum of six years' experience in non-residential electronics installation & troubleshooting is required with a high school degree; Or o Minimum of four years' experience coupled with Graduation from the US Navy or Air Force Electronics Training Program with a minimum of 720 class room hours or Graduation from an Accredited Electronic Apprentices Program with a high school degree; Or • Minimum of three years' experience with an AA/AS in Electronics from an accredited program; Or • Minimum of two years' experience with a BS/BA in Electronics from an accredited program. 	4
246-01, 51, 52, 1000	Electronic Technician I	The Electronic Technician I shall be responsible for assisting with the installation of systems and equipment as directed by their supervisor.	<ul style="list-style-type: none"> o OEM Electronic Security System certifications are a plus, but not required for this position. o Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, proposals, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public. o Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations. o Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to question activities and issues in all functional areas and make sound business decisions based on that data. 	2
246-01, 51, 52, 1000	Contracts Manager	<p>Reports to Program Manager</p> <p>Responsible for supporting the Program Manager with contract administration</p> <p>Responsible for assisting the Client with contracting requirements which includes:</p> <p>Responsible for assisting the Client with Professional Service Contracts, including:</p> <p>Responsible for monitoring of Client construction contracts for compliance with the Client's Project Labor Agreement and Labor Compliance Program</p> <p>Responsible for the preparation of documents for all phases/aspects of contract administration functions associated with design/professional services and construction contracting in a public environment</p> <p>Perform additional assignments per supervisor's direction</p>	BS/BA in relevant field	8

METCO Engineering, Inc.'s Labor Category Descriptions

SIN	SERVICE PROPOSED (e.g. Job Title/Task)	LABOR DESCRIPTION	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEAR OF EXPERIENCE
246-01, 51, 52, 1000	Controls Manager	<p>Reports to Program Manager</p> <p>Responsible for providing support to Program Manager, Project Management Team and Client</p> <p>Identify and develop tools for monitoring, controlling, and reporting project information</p> <p>Provides budget information and status for projects</p> <p>Prepares revenue status reports</p> <p>Assist in monitoring schedules and preparing staffing curves</p> <p>Manages, integrates, coordinates and reviews the work of the Program Controls Database</p> <p>Manages and ensures the reconciliation of program controls data with the Clients finance and facilities divisions</p> <p>Completes other responsibilities as may be requested</p>	BS/BA in relevant field	10
246-01, 51, 52, 1000	Quality Control Manager	<p>Reports to Program Controls Manager.</p> <p>As required by Program Procedure Manual, perform internal audits, preparation of program standards, notification to Program Controls Manager of quality problems and possible solutions.</p> <p>Database administrator for Prolog Manager, including quality control of data and security management for all users including SGI Staff, SUHSD, Consultants, and Contractors.</p> <p>Work in conjunction with Rotech for creation and maintenance of custom reporting and query management in Prolog Manager.</p> <p>Point of contact for all help desk support for users of Prolog Manager.</p> <p>Responsible for Program Management and scheduling data integrity/validity in coordination with Rotech Consultant and Program Controls Manager.</p> <p>Responsible for electronic and physical document security in coordination with IT and Controls Engineer, and shared drives.</p> <p>Responsible for review, issuance and implementation of Program Policy and Procedures in coordination with Staff.</p> <p>Responsible for leading coordination with Program Management for yearly updates to the Program Management Plan.</p> <p>Monitor in coordination with Office Manager assigned software/hardware resources as well of other assigned items.</p> <p>Coordinate and review monthly Items with Program Controls Manager and Contracts Manager.</p> <p>Provide quality control review of all potential change orders and amendments related to the program.</p> <p>Responsible for maintenance of electronic plan room for the program.</p> <p>Work in conjunction with the Controls Engineer to maintain Central Filing System</p> <p>Process all public records requests on behalf of program.</p> <p>Work together with Project Managers and Design Manager to provide quality control review of all Closeout Documentation related to the program.</p> <p>Assist Planning Department, as needed, with Prolog Manager support.</p> <p>Perform additional assignments per supervisor's direction.</p>	BS/BA in relevant field	10
246-01, 51, 52, 1000	Scheduler	<p>Reports to Program Controls Manager</p> <p>Responsible for managing scheduling functions projects</p> <p>Responsible for providing time impact analysis reports for projects</p> <p>Responsible for providing technical direction and support to project management staff</p> <p>Responsible for develop/implement project scheduling standards and procedures, monitor compliance, and initiate corrective measures as necessary</p> <p>Responsible for providing consultation to general contractors in scheduling</p> <p>Prepare reports and presentations as needed and directed</p> <p>Perform additional assignments per supervisor's direction</p>	BS/BA in relevant field	10

METCO Engineering, Inc.'s Labor Category Descriptions

SIN	SERVICE PROPOSED (e.g. Job Title/Task)	LABOR DESCRIPTION	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEAR OF EXPERIENCE
246-01, 51, 52, 1000	Project Manager	<p>Reports to Deputy Program Manager Construction</p> <p>Responsible for running multiple projects</p> <p>Responsible for managing project scope, schedule, budget, and quality for all assigned projects</p> <p>Responsible for managing the Architect and their sub-consultants throughout the design phase including:</p> <ul style="list-style-type: none"> Review of project scope Review and approval of all design phase documents Review of project design schedule Review of project design budget <p>Responsible for managing the pre-construction phase including:</p> <ul style="list-style-type: none"> Constructability reviews and field evaluations Preparing required Project Documents Conduct Pre-bid meetings, and/or site walks Attend bid evaluations and prepares bid analysis <p>Responsible for all construction activities including:</p> <ul style="list-style-type: none"> Responsible for coordinating all construction activities with the District and campus faculty and staff Monitor contractor's adherence any and all labor compliance, certified payroll and prevailing wage requirements Responsible for construction project meetings Reviews and approves all construction schedules and schedule of values Responsible for assuring that all administrative activities and documentation are performed in accordance to the SGI Construction Management's policies and procedures Responsible for managing the project Contract Documents including: <ul style="list-style-type: none"> Required standard reports RFI (Request for Information) PCO (Proposed Change Orders) Change Order processing and negotiations Responsible for assuring that all project documentation is current and timely Applies comprehensive knowledge of various disciplines to be used throughout the construction process as well as methods and techniques to be utilized for final installation Responsible for knowing contractual obligations and technical aspects of project being managed Handles regular key communication with District on project status, including those that deal with complex or technical issues Responsible for overseeing the activities of the Project Engineer and administrative staff Perform additional assignments per supervisor's direction 	BS/BA in relevant field. PMP Certification a Plus.	10

METCO Engineering, Inc.'s Labor Category Descriptions

SIN	SERVICE PROPOSED (e.g. Job Title/Task)	LABOR DESCRIPTION	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEAR OF EXPERIENCE
246-01, 51, 52, 1000	Assistant Project Manager	<p>Reports to Project Manager</p> <p>Responsible for supporting multiple projects</p> <p>Responsible for providing technical support for managing project scope, schedule, budget, and quality for all assigned projects</p> <p>Responsible for communicating with the Architect and their sub-consultants throughout the design phase including:</p> <ul style="list-style-type: none"> Review of project scope Review and approval of all design phase documents Review of project design schedule Review of project design budget <p>Responsible for assisting during the pre-construction phase including:</p> <ul style="list-style-type: none"> Constructability reviews and field evaluations Preparing required Project Documents Conduct Pre-bid meetings, and/or site walks Attend bid evaluations and prepares bid analysis <p>Responsible for supporting all construction activities including:</p> <ul style="list-style-type: none"> Responsible for coordinating all construction activities with the District and campus faculty and staff Monitor contractor's adherence any and all labor compliance, certified payroll and prevailing wage requirements Responsible for construction project meetings minutes Reviews and approves all construction schedules and schedule of values Responsible for assuring that all administrative activities and documentation are performed in accordance to the SGI Construction Management's policies and procedures Responsible for coordinating the project Contract Documents including: Required standard reports RFI (Request for Information) PCO (Proposed Change Orders) Change Order processing and negotiations <p>Responsible for assuring that all project documentation is current and timely</p> <p>Applies comprehensive knowledge of various disciplines to be used throughout the construction process as well as methods and techniques to be utilized for final installation</p> <p>Responsible for knowing contractual obligations and technical aspects of project being managed</p> <p>Supports regular key communication with District on project status, including those that deal with complex or technical issues</p> <p>Responsible for overseeing the activities of the administrative staff</p> <p>Perform additional assignments per supervisor's direction</p>	BS/BA in relevant field	10

METCO Engineering, Inc.'s Labor Category Descriptions

SIN	SERVICE PROPOSED (e.g. Job Title/Task)	LABOR DESCRIPTION	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEAR OF EXPERIENCE
246-01, 51, 52, 1000	Project Engineer	<p>Reports to Program Controls Manager</p> <p>Responsible for Data Processing for:</p> <p>RPO's (Request for Purchase Order)</p> <p>Purchase orders</p> <p>Invoices</p> <p>Pay applications</p> <p>Payments</p> <p>Provides cost and budget information to field personnel including:</p> <p>Budget Updates</p> <p>Contract Information</p> <p>Invoice processing</p> <p>Cost Tracking</p> <p>Budget Status</p> <p>Responsible for monthly site/project audits</p> <p>At direction of supervisor:</p> <p>Organizes and documents team meetings to establish bid-award schedules;</p> <p>Assists in implementing and tracking all phases of procurement as required: advertising, bid notice preparation, preparation and distribution of bid documents, scheduling meetings, collection and logging of bids, record keeping and all attendant notices; and</p> <p>Prepares preliminary Board Items relative to procurement and/or approved change orders;</p> <p>Prepares documentation as outcome of approved Board Items; and</p> <p>Routes resulting documentation packets for further disposition as required.</p> <p>Serve as primary "customer service" interface for Program Contracts Manager with Project Managers & Project Engineers:</p> <p>Address basic information requests directly and schedules meetings with supervisor and/or other Program Controls staff as appropriate;</p> <p>Collects and routes Requests for Information, Change Order Requests, Pay Applications, and other related documentation for action by supervisor and others, as directed; and</p> <p>Maintains common resources including: bid-award tracking board, Board Item tracking board, and Program Controls work plans.</p> <p>Maintains contract files from Notice of Intent through Notice to Proceed; assists supervisor, as directed, in assembly of all consultant documents prerequisite to contract; routes complete files to Quality Manager for final review and record retention.</p> <p>Serves as Document Controls liaison with Quality Manager.</p> <p>Attends and documents all Program Controls meetings, as requested.</p> <p>Collects and organizes pre-qualification submittals;</p> <p>Calls contractor references</p> <p>Perform additional assignments per supervisor's direction</p>	BS/BA in relevant field	8

METCO Engineering, Inc.'s Labor Category Descriptions

SIN	SERVICE PROPOSED (e.g. Job Title/Task)	LABOR DESCRIPTION	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEAR OF EXPERIENCE
246-01, 51, 52, 1000	Assistant Project Engineer	<p>Reports to Program Controls Manager</p> <p>Responsible for Data Processing for:</p> <ul style="list-style-type: none"> RPO's (Request for Purchase Order) Purchase orders Invoices Pay applications Payments <p>Provides cost and budget information to field personnel including:</p> <ul style="list-style-type: none"> Budget Updates Contract Information Invoice processing Cost Tracking Budget Status <p>Responsible for monthly site/project audits</p> <p>At direction of supervisor:</p> <ul style="list-style-type: none"> Organizes and documents team meetings to establish bid-award schedules; Assists in implementing and tracking all phases of procurement as required: advertising, bid notice preparation, preparation and distribution of bid documents, scheduling meetings, collection and logging of bids, record keeping and all attendant notices; and Prepares preliminary Board Items relative to procurement and/or approved change orders; Prepares documentation as outcome of approved Board Items; and Routes resulting documentation packets for further disposition as required. <p>Serve as primary "customer service" interface for Program Contracts Manager with Project Managers & Project Engineers:</p> <ul style="list-style-type: none"> Address basic information requests directly and schedules meetings with supervisor and/or other Program Controls staff as appropriate; <p>Collects and routes Requests for Information, Change Order Requests, Pay Applications, and other related documentation for action by supervisor and others, as directed; and</p> <p>Maintains common resources including: bid-award tracking board, Board Item tracking board, and Program Controls work plans.</p> <p>Maintains contract files from Notice of Intent through Notice to Proceed; assists supervisor, as directed, in assembly of all consultant documents prerequisite to contract; routes complete files to Quality Manager for final review and record retention.</p> <p>Serves as Document Controls liaison with Quality Manager.</p> <p>Attends and documents all Program Controls meetings, as requested.</p> <ul style="list-style-type: none"> Collects and organizes pre-qualification submittals; Calls contractor references <p>Perform additional assignments per supervisor's direction</p>	BS/BA in relevant field	5
246-01, 51, 52, 1000	Office Manager	<p>Reports to Program Controls Manager</p> <p>Responsible for providing administrative support to the Program Manager</p> <p>Responsible for Program/Project new hires, including the following:</p> <ul style="list-style-type: none"> Acts as Human Resource liaison for all new hires Assist with new hire orientation Assist with the collection of new hire documentation for corporate processing <p>Responsible for ordering new employee phones and business cards</p> <p>Responsible for answering phones</p> <p>Responsible for being the first line of contact for people looking for information on the Program.</p> <p>Responsible for the daily flow of correspondence, faxes, transmittal, and mail for METCO.</p> <p>Responsible for ordering supplies to make sure that both the office runs smoothly</p> <p>Responsible for coordinating with the Labor Compliance consultant to ensure that all contractors are labor compliant</p> <p>Responsible for generating the Oversight Committee (OC) meeting minutes and reports</p> <p>Responsible for generating meeting minutes for a variety of meetings</p> <p>Responsible for receiving and processing contractor pay requests</p> <p>Perform additional assignments per supervisor's direction</p>	Min 10 Years Experience	8

METCO Engineering, Inc.'s Labor Category Descriptions

SIN	SERVICE PROPOSED (e.g. Job Title/Task)	LABOR DESCRIPTION	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEAR OF EXPERIENCE
246-01, 51, 52, 1000	Design Manager	<p>Oversees and manages all Design. • Reports to Deputy Bond Program Manager</p> <p>• Responsible for the development of new projects which includes:</p> <ul style="list-style-type: none"> o Creation of project scope definitions o Establishment of initial project budgets o Establishment of initial project schedule <p>• Responsible for providing architectural and engineering support services, including:</p> <ul style="list-style-type: none"> o Program design management o Management and oversight of Design Professionals o Program liaison for all code related information <p>• Responsible for the establishment, maintenance, updating and implementation of Design Standards</p> <p>• Responsible for establishment, updating and implementation of Record Drawings standards for all facilities</p> <p>• Responsible for working with the Project Management team throughout the entire design phase process</p> <p>• Prepare reports and presentations as needed and directed</p> <p>• Perform additional assignments per supervisor's direction</p>	BS/BA in relevant field	15
246-01, 51, 52, 1000	Superintendent	<p>Oversees and manages all project task on jobsite. Essential Functions / Major Responsibilities of Superintendent:</p> <p>Schedule subcontractors, consultants, and vendors in critical path to ensure timely completion.</p> <p>Perform quality control duties and responsibilities regarding the work being performed.</p> <p>Communicate with project team regarding ASI's, RFI's, and Material Submittals.</p> <p>Ensure that subcontractor is fully executing and complying with his contracted scope of work.</p> <p>Coordinate required inspections with local jurisdictions.</p> <p>Identify subcontractor non-compliance with safety, health, and environmental quality standards.</p> <p>Identify conflicts in construction progress and communicate them to project team for resolution.</p> <p>Maintain daily log (written) of activities on the jobsite.</p> <p>Perform Superintendent duties at multiple job sites, simultaneously.</p> <p>Ensure subcontractor has corrected all deficiencies identified by project team.</p> <p>Walk all units on project daily to monitor activities and assist in future planning.</p> <p>Preside over weekly subcontractor meetings designed to coordinate the work.</p> <p>Issue notices of noncompliance to subcontractors in regards to quality of work or scheduling.</p> <p>Ensure that the job site is always kept in a clean and organized manner.</p> <p>Perform job progress and completion punch list identification and completion.</p>	Min 10 Years Experience	10

METCO Engineering, Inc.'s Labor Category Descriptions

SIN	SERVICE PROPOSED (e.g. Job Title/Task)	LABOR DESCRIPTION	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEAR OF EXPERIENCE
246-01, 51, 52, 1000	Estimator	<p>Prepare detailed cost estimates by analyzing plans and specifications and performing quantity take offs for select trades.</p> <p>Be technically savvy.</p> <p>Utilizing on screen take off software is a positive.</p> <p>Develop and prepare conceptual estimates with minimal subcontractor assistance using limited preliminary design documents/information.</p> <p>Develop subcontract interest in projects and manage the subcontractor RFP process.</p> <p>Qualify and level subcontractors' proposals according to project specifics.</p> <p>Itemize trade specific scopes and prepare bid packages.</p> <p>Prepare detailed critical path job schedules.</p> <p>Continually Marketing the company and looking for future opportunities to grow the business.</p> <p>Ability to maintain discretion and confidentiality at all times.</p> <p>Growth/compensation potential for the right candidate.</p> <p>Interact with clients, architects, engineers and Local Jurisdictions to understand and incorporate project objectives, schedules, permits, costs, etc</p>	BS/BA in relevant field	10
246-01, 51, 52, 1000	Safety Manager	<p>Oversees all safety aspects on the jobsite.</p> <p>In partnership with job site supervision, plan, lead and participate in job site safety meetings. Train, educate and ensure job site supervisors are capable of running safety meetings on their own.</p> <p>Review and update monthly all site specific safety plans with the project teams.</p> <p>Develop and ensure safe equipment operating techniques. Periodically check all machines and equipment to make sure they are in good condition.</p> <p>Inspect, update and provide all safety and Labor and Industry posters for each job site and office.</p> <p>Participate in prejob safety meetings with subcontractors.</p> <p>Review all applicable documentation for completeness to ensure subcontractor can adequately execute their scope of work safely.</p> <p>Follow up with subcontractor representatives to ensure proper disciplinary procedures are followed. Serves as principal source of information on health and safety issues to hold subcontractor accountable to submitted safety and quality programs.</p> <p>Implement, inspect and maintain job site and office MSDS manuals</p> <p>. Train employees in MSDS procedures.</p> <p>Provide and ensure compliance with information, signs, posters, barriers and other materials to warn of potential and actual safety hazards and to prevent access to hazardous conditions.</p> <p>Work with injured workers to facilitate early return to full duty work responsibilities and to provide meaningful light duty transitional work opportunities.</p>	Min 10 Years Experience. OSHA Authorized Trainer preferred.	10
246-01, 51, 52, 1000	Mechanical Technician	<p>Provides needed assistance with onsite inspection and quality checks of Mechanical equipment. Check equipment and operating systems and correct wherever necessary.</p> <p>Ensure mechanical operations, standards and controls are maintained at high quality.</p> <p>Resolve motor, pump, conveyor and hydraulic problems.</p> <p>Ensure high level technical support to lower level technicians.</p> <p>Show expertise in working with team and independently.</p> <p>Comply with company safety guidelines and procedures.</p> <p>Repair and perform preventive maintenance as per established standards.</p> <p>Use hand tools like power tools and rigging equipment daily.</p> <p>Weld using cutting torch.</p> <p>Handle simple and complex heavy industrial equipment like forklifts, scissor lifts, basket trucks and bobcats.</p> <p>Comply with company and customer regulations and policies.</p> <p>Handle personal tools for job including up-to-date documented personal tool lists.</p> <p>Handle time accounting and complete work order.</p> <p>Manage positive customer and employee relations.</p> <p>Work all shifts flexibly when job demands.</p>	Min 10 Years Experience	10

METCO Engineering, Inc.'s Labor Category Descriptions

SIN	SERVICE PROPOSED (e.g. Job Title/Task)	LABOR DESCRIPTION	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEAR OF EXPERIENCE
246-01, 51, 52, 1000	Energy Manager	<p>Oversees all aspects related to energy usage. Analyse existing building systems and collect data on building operation, HVAC, electrical power, lighting and controls to determine energy usage and efficiency.</p> <p>Conduct energy audits and identify energy savings opportunities and make recommendations to achieve more energy efficient operation.</p> <p>Analyse and identify ways and means to improve the effectiveness of energy consumption throughout the site(s). Serve as key advisor on energy matters while reviewing cost estimates, specifications, drawings, construction documents, maintenance repairs and modifications</p> <p>Develop and implement strategies relating to energy efficiency and sustainable development.</p> <p>Troubleshoot HVAC systems to minimise cost, ensure optimum system performance and ensure simplified system operations and maintenance.</p> <p>Design, develop and deliver tailored educational programmes for site personnel and customers on topics such as energy awareness.</p> <p>Regularly liaise with the customer to review the sites energy performance and evaluate energy saving opportunities.</p> <p>Promote awareness of energy usage and the use of alternative or renewable energy sources via a series of tailor made campaigns.</p> <p>Analyse and create graphical representations of energy data, using appropriate software.</p> <p>Promote awareness of energy usage and the use of alternative or renewable energy sources via a series of tailor made campaigns</p> <p>Carry out research into renewable and energy efficient systems or technologies such as solar thermal, photovoltaic energy and wind turbines</p> <p>Approved and formal apprenticeship served in relevant skill area or a minimum of 5 years relevant and practical experience within a similar industry</p> <p>Sound awareness of risk assessment & working safely with equipment</p> <p>Sound knowledge of Health & Safety including ISO 9001 & 14,001</p> <p>Ability to measure, work to plans (method statements), read technical diagrams and communicate, present and report technical information as appropriate to trade/ skill</p>	BS/BA in relevant field, CEM required.	10
246-01, 51, 52, 1000	M&V Engineer	<p>Provides Measurement and Verification on energy usage. Develop and implement measurement and verification (M&V) plans for energy savings performance contracting projects at universities, hospitals and municipal, state and federal government facilities</p> <p>Work with p project developers and senior project engineers to develop ECM-specific M&V approaches. Evaluate project performance risk, review final M&V plans and develop construction and service phase M&V budgets</p> <p>Coordinate post-installation and annual M&V data collection requirements with Design, Construction, Commissioning and M&V Specialists</p> <p>Supervise baseline and post-installation data collection, including trend data from building automation systems, field performance tests, short term monitoring and power measurements</p> <p>Diagnose performance issues</p> <p>Provide technical assistance with ongoing review of data from energy management systems, including troubleshooting, diagnostics, and energy savings analysis</p> <p>Review annual reports prepared by M&V Specialists</p>	BS/BA in relevant field	10
246-01, 51, 52, 1000	Commissioning Agent	<p>Provides Commissioning as needed for Building Systems.</p> <p>making improvements to, and offering advice about, operational procedures</p> <p>scheduling and coordinating work to tight deadlines</p> <p>ensuring that equipment works to its specification</p> <p>creating and carrying out test procedures</p> <p>investigating problems and diagnosing and repairing faults</p> <p>troubleshooting</p> <p>liaising with installation/project engineers</p> <p>supervising engineering and technical staff</p> <p>writing reports and documentation</p> <p>providing technical support</p> <p>ensuring safe working conditions</p> <p>training maintenance and operative staff where appropriate.</p>	BS/BA in relevant field	10

METCO Engineering, Inc.'s GSA Net Labor Pricebook

SIN	Labor Class	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEARS OF EXPERIENCE	Unit of Issue	GSA NET
246-01, 51, 52, 1000	Program Manager	BS/BA in relevant field, MBA preferred	10	Hour	\$172.80
246-01, 51, 52, 1000	Engineer, Sr.	Bachelor's degree from an accredited university in Electrical Engineering, Computer Engineering, Mechanical Engineering, Electrical and Computer Engineering, or Electromechanical Engineering required. MBA/PhD preferred	10	Hour	\$167.86
246-01, 51, 52, 1000	Engineer	Bachelor's degree from an accredited university in Electrical Engineering, Computer Engineering, Mechanical Engineering, Electrical and Computer Engineering, or Electromechanical Engineering required.	5	Hour	\$103.68

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246-01, 51, 52, 1000	AutoCAD Specialist, Sr.	<ul style="list-style-type: none"> o AutoCAD 2008 or higher certification is highly desirable. o Associate's Degree in Engineering, Electronics Technology, Civil Engineering Technology, Mechanical Engineering Technology or four (4) progressive years of direct experience with emphasis on detail drafting and electro-mechanical drawing. o At least four years of supervisory related experience in detail drafting, preferably in the high technology industry with emphasis on electro-mechanical drawing. 	4	Hour	\$88.87
246-01, 51, 52, 1000	AutoCAD Specialist	AutoCAD certificate/trianing preferred	2	Hour	\$88.87

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SIN	Labor Class	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEARS OF EXPERIENCE	Unit of Issue	GSA NET
246-01, 51, 52, 1000	Project Coordinator, Sr.	<ul style="list-style-type: none"> o Six to nine years of related field experience as a Project Coordinator. o At least six years' experience in non-residential electronics installation & troubleshooting is required with a high school degree; Or o At least four years' experience coupled with Graduation from the US Navy or Air Force Electronics Training Program with a minimum of 720 class room hours or Graduation from an Accredited Electronic Apprentice Program with a high school degree; Or o At least three years' experience with an AA/AS in Electronics from an accredited program; Or o At least two years' experience with a BS/BA in Electronics from an accredited program 	4	Hour	\$93.80

METCO Engineering, Inc.'s GSA Net Labor Pricebook

SIN	Labor Class	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEARS OF EXPERIENCE	Unit of Issue	GSA NET
246-01, 51, 52, 1000	Electronic Technician III	<ul style="list-style-type: none"> o Minimum of six years' experience in non-residential electronics installation & troubleshooting is required with a high school degree; Or o Minimum of four years' experience coupled with Graduation from the US Navy or Air Force Electronics Training Program with a minimum of 720 class room hours or Graduation from an Accredited Electronic Apprentice Program with a high school degree; Or • Minimum of three years' experience with an AA/AS in Electronics from an accredited program; Or • Minimum of two years' experience with a BS/BA in Electronics from an accredited program. 	6	Hour	\$83.93

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SIN	Labor Class	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEARS OF EXPERIENCE	Unit of Issue	GSA NET
246-01, 51, 52, 1000	Electronic Technician II	<ul style="list-style-type: none"> o Minimum of six years' experience in non-residential electronics installation & troubleshooting is required with a high school degree; Or o Minimum of four years' experience coupled with Graduation from the US Navy or Air Force Electronics Training Program with a minimum of 720 class room hours or Graduation from an Accredited Electronic Apprentice Program with a high school degree; Or • Minimum of three years' experience with an AA/AS in Electronics from an accredited program; Or • Minimum of two years' experience with a BS/BA in Electronics from an accredited program. 	4	Hour	\$78.99

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246-01, 51, 52, 1000	Electronic Technician I	<ul style="list-style-type: none"> o OEM Electronic Security System certifications are a plus, but not required for this position. o Ability to read, analyze, and interpret general business periodicals, professional journals, technical procedures, or governmental regulations. Ability to write reports, proposals, business correspondence, and procedure manuals. Ability to effectively present information and respond to questions from groups of managers, clients, customers, and the general public. o Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations. o Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to question activities and issues in all functional areas and make sound business decisions based on that data. 	2	Hour	\$78.99
246-01, 51, 52, 1000	Contracts Manager	BS/BA in relevant field	8	Hour	\$83.93
246-01, 51, 52, 1000	Controls Manager	BS/BA in relevant field	10	Hour	\$93.80
246-01, 51, 52, 1000	Quality Control Manager	BS/BA in relevant field	10	Hour	\$133.30
246-01, 51, 52, 1000	Scheduler	BS/BA in relevant field	10	Hour	\$123.43
246-01, 51, 52, 1000	Project Manager	BS/BA in relevant field. PMP Certification a Plus.	10	Hour	\$153.05
246-01, 51, 52, 1000	Assistant Project Manager	BS/BA in relevant field	10	Hour	\$133.30
246-01, 51, 52, 1000	Project Engineer	BS/BA in relevant field	8	Hour	\$123.43
246-01, 51, 52, 1000	Assistant Project Engineer	BS/BA in relevant field	5	Hour	\$113.55
246-01, 51, 52, 1000	Office Manager	Min 10 Years Experience	8	Hour	\$93.80
246-01, 51, 52, 1000	Design Manager	BS/BA in relevant field	15	Hour	\$162.92

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SIN	Labor Class	MINIMUM EDUCATION/ CERTIFICATION LEVEL	MINIMUM YEARS OF EXPERIENCE	Unit of Issue	GSA NET
246-01, 51, 52, 1000	Superintendent	Min 10 Years Experience	10	Hour	\$143.17
246-01, 51, 52, 1000	Estimator	BS/BA in relevant field	10	Hour	\$133.30
246-01, 51, 52, 1000	Safety Manager	Min 10 Years Experience. OSHA Authorized Trainer preferred.	10	Hour	\$143.17
246-01, 51, 52, 1000	Mechanical Technician	Min 10 Years Experience	10	Hour	\$83.93
246-01, 51, 52, 1000	Energy Manager	BS/BA in relevant field, CEM required.	10	Hour	\$143.17
246-01, 51, 52, 1000	M&V Engineer	BS/BA in relevant field	10	Hour	\$143.17
246-01, 51, 52, 1000	Commissioning Agent	BS/BA in relevant field	10	Hour	\$143.17

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SIN	MANUFACTURER NAME	MFR PART NO	PRODUCT DESCRIPTION	GSA NET	QUANTITY/VOLUME DISCOUNT	COO
246-42-1	ElectraTherm, Inc.	080-4200-035-14A	Waste heat-to-power generator	\$ 189,382.18	5% discount on 10+ units	US
246-42-1	ElectraTherm, Inc.	080-4200-035-14B	Waste heat-to-power generator with radiator	\$ 270,789.11	5% discount on 10+ units	MX
246-42-1	ElectraTherm, Inc.	080-4400-065-14	Waste heat-to-power generator	\$ 218,988.66	5% discount on 10+ units	US
246-42-1	ElectraTherm, Inc.	080-4400-065-14-FL	Waste heat-to-power generator with radiator	\$ 313,867.82	5% discount on 10+ units	MX
246-42-1	ElectraTherm, Inc.	080-6500-110-14	Waste heat-to-power generator	\$ 324,243.70	5% discount on 10+ units	US
246-42-1	ElectraTherm, Inc.	080-6500-110-14-FL	Waste heat-to-power generator with radiator	\$ 440,573.90	5% discount on 10+ units	MX